# Michigan Department of Treasury 496 (02/06) Auditing Procedures Report

|                               |  |         |   |              | id P.A. 71 of 1919,               | as amended.    | 1               |   |             |   |  |  |
|-------------------------------|--|---------|---|--------------|-----------------------------------|----------------|-----------------|---|-------------|---|--|--|
| Local Unit of Government Type |  |         |   |              |                                   | Local Unit Nar | ne              |   | County      |   |  |  |
|                               | Count  |         | ☐City   | □Twp         | □Village                          | Other          |                 |   |             |   |  |  |
| Fisc                          | al Yea   | r End   |   |              | Opinion Date                      |                |                 | Date Audit Report Submitted                             | I to State  |   |  |  |
| We a                          | ffirm  | that    | :   |              | •                                 |                |                 | -   |             |   |  |  |
| We a                          | re ce  | ertifie | d public ad   | ccountants   | s licensed to p                   | ractice in M   | lichigan.       |   |             |   |  |  |
|                               | Ve further affirm the following material, "no" responses have been disclosed in the financial statements, including the notes, or in the   |         |   |              |                                   |                |                 |   |             |   |  |  |
|                               | lanagement Letter (report of comments and recommendations).  |         |   |              |                                   |                |                 |   |             |   |  |  |
|                               | © Check each applicable box below. (See instructions for further detail.)  |         |   |              |                                   |                |                 |   |             |   |  |  |
| 1.                            |  |         | All required component units/funds/agencies of the local unit are included in the financial statements and/or disclosed in the reporting entity notes to the financial statements as necessary. |              |                                   |                |                 |   |             |   |  |  |
| 2.                            |  |         |   |              |                                   |                |                 | unit's unreserved fund bala<br>budget for expenditures. | nces/unres  | stricted net assets   |  |  |
| 3.                            |  |         | The local   | unit is in o | compliance wit                    | h the Unifo    | rm Chart of A   | Accounts issued by the Dep                              | partment of | Treasury.   |  |  |
| 4.                            |  |         | The local   | unit has a   | idopted a budç                    | get for all re | equired funds   |   |             |   |  |  |
| 5.                            |  |         | A public h  | nearing on   | the budget wa                     | as held in a   | ccordance w     | ith State statute.                                      |             |   |  |  |
| 6.                            |  |         |   |              | ot violated the<br>ssued by the L |                |                 | an order issued under the Division.                     | Emergenc    | y Municipal Loan Act, or  |  |  |
| 7.                            |  |         | The local   | unit has n   | ot been deling                    | uent in dis    | tributing tax r | evenues that were collecte                              | d for anoth | ner taxing unit.  |  |  |
| 8.                            |  |         | The local   | unit only l  | nolds deposits                    | /investmen     | ts that compl   | y with statutory requiremen                             | nts.        |   |  |  |
| 9.                            |  |         |   |              |                                   |                |                 | that came to our attention ed (see Appendix H of Bull   |             | in the Bulletin for   |  |  |
| 10.                           |  |         | that have   | not been     | previously con                    | nmunicated     | to the Local    |   |             | ring the course of our audit<br>f there is such activity that has |  |  |
| 11.                           |  |         | The local   | unit is free | e of repeated of                  | comments t     | from previous   | s years.  |             |   |  |  |
| 12.                           |  |         | The audit   | opinion is   | UNQUALIFIE                        | D.             |                 |   |             |   |  |  |
| 13.                           |  |         |   |              | complied with (                   |                | r GASB 34 as    | s modified by MCGAA State                               | ement #7 a  | and other generally   |  |  |
| 14.                           |  |         | <del>-</del>  |              |                                   | •              | rior to payme   | ent as required by charter o                            | r statute.  |   |  |  |
| 15.                           |  |         |   |              |                                   | -              |                 |   |             |   |  |  |
| incl<br>des                   | 15.  To our knowledge, bank reconciliations that were reviewed were performed timely.  If a local unit of government (authorities and commissions included) is operating within the boundaries of the audited entity and is not included in this or any other audit report, nor do they obtain a stand-alone audit, please enclose the name(s), address(es), and a description(s) of the authority and/or commission.  I, the undersigned, certify that this statement is complete and accurate in all respects. |         |   |              |                                   |                |                 |   |             |   |  |  |
| We                            | have   | e end   | closed the  | following    | g:                                | Enclosed       | Not Require     | Not Required (enter a brief justification)              |             |   |  |  |
| Fin                           | ancia  | ıl Sta  | tements   |              |                                   |                |                 |   |             |   |  |  |
| The                           | lette  | er of   | Comments  | and Reco     | mmendations                       |                |                 |   |             |   |  |  |
| Oth                           | er (D  | escrib  | e)  |              |                                   |                |                 |   |             |   |  |  |
| Cert                          | fied P   | ublic A | Accountant (Fi  | irm Name)    |                                   | 1              | 1               | Telephone Number  |             |   |  |  |
| Stre                          | et Add   | ress    |   |              |                                   |                |                 | City  | State       | Zip   |  |  |
| Auth                          | Authorizing CPA Signature  Printed Name  License Number  |         |   |              |                                   |                |                 |   |             |   |  |  |

Financial Report
with Supplemental Information
June 30, 2006

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#### Independent Auditor's Report

To the Members of the Council South Lyon Area Recreation Council

We have audited the accompanying basic financial statements of the South Lyon Area Recreation Council as of June 30, 2006 and for the year then ended, as listed in the table of contents. These financial statements are the responsibility of the South Lyon Area Recreation Council's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the financial position of the South Lyon Area Recreation Council as of June 30, 2006 and the changes in its financial position for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

The required supplemental information, as identified in the table of contents, is not a required part of the basic financial statements but is supplemental information required by the Governmental Accounting Standards Board. The required supplemental information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

The management's discussion and analysis identified in the table of contents is not a required part of the basic financial statements but is supplemental information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management, regarding the methods of measurement and presentation of the required supplemental information. However, we did not audit the information and express no opinion on it.

Plante & Moran, PLLC



#### **Management's Discussion and Analysis**

Our discussion and analysis of the South Lyon Area Recreation Council's (the "Council") financial performance provide an overview of the Council's financial activities for the fiscal year ended June 30, 2006. Please read it in conjunction with the Council's financial statements.

#### South Lyon Area Recreation Council as a Whole

The following table shows, in condensed format, the net assets as of June 30, 2006 and 2005:

|                            | <br>2006     | 2005         |
|----------------------------|--------------|--------------|
| Assets                     |              |              |
| Current assets             | \$<br>94,570 | \$<br>98,488 |
| Noncurrent assets          | <br>7,332    | 14,374       |
| Total assets               | 101,902      | 112,862      |
| Current Liabilities        | <br>101,235  | <br>105,360  |
| Net Assets                 |              |              |
| Invested in capital assets | 7,332        | 12,700       |
| Unrestricted               | <br>(6,665)  | <br>(5,198)  |
| Total net assets           | \$<br>667    | \$<br>7,502  |

### **Management's Discussion and Analysis (Continued)**

The following table shows the changes of the net assets during the current year compared to the prior year:

|   |           | 2006    |    | 2005     |
|---|-----------|---------|----|----------|
| Revenue   |           |         |    |          |
| Adult program fees and other charges                | \$        | 96,451  | \$ | 113,200  |
| Youth program fees and other charges                |           | 420,455 |    | 476,154  |
| Grants, donations, and other contributions (Note 6) |           | 64,373  |    | 65,383   |
| Swim activities revenue                             |           | 95,375  |    | -        |
| Pumpkinfest revenue                                 |           | 34,024  |    | 27,086   |
| Teen activities                                     |           | 14,444  |    | 7,358    |
| GRASP revenue                                       |           | 4,055   |    | 4,067    |
| Discount tickets                                    |           | 3,209   |    | 6,053    |
| Other activities revenue                            |           | 776     |    | 380      |
| Interest  |           | 2,919   |    | 1,082    |
| Total revenue                                       |           | 736,081 |    | 700,763  |
| Expenditures  |           |         |    |          |
| Salaries  |           | 261,511 |    | 257,531  |
| Payroll taxes                                       |           | 19,541  |    | 19,822   |
| Employee benefits                                   |           | 40,221  |    | 38,916   |
| Insurance   |           | 10,379  |    | 11,375   |
| Pumpkinfest expenses                                |           | 28,051  |    | 17,121   |
| Recreation supplies                                 |           | 27,378  |    | 33,780   |
| Teen activities                                     |           | 11,796  |    | 2,158    |
| Discount tickets                                    |           | 3,170   |    | 5,945    |
| GRASP   |           | 3,018   |    | 3,150    |
| Office expenses                                     |           | 20,454  |    | 23,844   |
| Bank charges  |           | 9,381   |    | 8,178    |
| Postage expense                                     |           | 8,595   |    | 10,349   |
| Contract services                                   |           | 225,133 |    | 218,326  |
| Professional services                               |           | 16,180  |    | 14,785   |
| Telephone expense                                   |           | 6,239   |    | 5,834    |
| Printing and publishing                             |           | 12,768  |    | 13,777   |
| Utilities expense                                   |           | 4,354   |    | 4,439    |
| Rent expense  |           | 29,379  |    | 29,023   |
| Depreciation  |           | 5,368   |    | 5,568    |
| Total expenditures                                  |           | 742,916 |    | 723,921  |
| Change in Fund Balance/Net Assets                   | <u>\$</u> | (6,835) | \$ | (23,158) |

#### **Management's Discussion and Analysis (Continued)**

Total annual revenues increased by approximately \$35,000 in the current year. In previous years, swim activities revenue was included in youth program fees and other charges but was shown as a separate line item in the current year. Unlike the previous year where program-related revenue increased by only 2 percent, the program-related revenue for the year ended June 30, 2006 increased by over 4 percent, or approximately \$24,000.

This 4 percent increase in program revenue was due in part to the implementation of a \$2.00 administrative fee per course registration. This administrative fee is not included as part of the instructors' contracted rate.

Nonprogram-related revenues also contributed to the overall increase in revenue. Pumpkinfest revenue was up approximately 26 percent, while teen activities revenue almost doubled.

There were no increases in municipal contributions for the year ended June 30, 2006.

#### **Governmental Activities**

The Council's revenues increased during the current year by approximately \$35,000 due to various factors, including the increase in youth and swim programs as well as community event revenues such as Pumpkinfest and LATE Nights.

Expenses increased during the year primarily related to salary and contractual service expenses associated with the increase in revenues. Salary expenditures were larger than anticipated due to an unemployment insurance case that was under review. The final appeal went to the State of Michigan Employment Security Board of Review in April 2006 with no final decision prior to the end of the fiscal year. It is probable that the Council will lose the case; therefore, the total anticipated payout to this employee has been accrued in the current year.

#### **General Fund Budgetary Highlights**

Over the course of the year, the Council amended the budget to take into account significant events during the year, including budget amendments relating to salaries and contracted services. Salary expenditures were larger than anticipated due to a resolution in a payroll-related issue after year end. This resulted in total expenditures in excess of budget.

#### **Economic Factors and Next Year's Budgets and Rates**

The South Lyon Area Recreation Council's budget for next year calls for minor changes, realizing that the entities are experiencing budget cuts, and the Council will also work hard to maintain a budget that works for all entities.

#### **Management's Discussion and Analysis (Continued)**

#### **Contacting the Council's Management**

This financial report is intended to provide our citizens, customers, and investors with a general overview of the Council's finances and to show the Council's accountability for the money it receives. If you have questions about this report or need additional information, we welcome you to contact the Council's office.

#### Governmental Fund Balance Sheet/Statement of Net Assets June 30, 2006

|   | Balance Sheet -<br>Modified Accrual |                       | Adjustments (Note 2) | Statement of Net Assets - Full Accrual |  |
|---|-------------------------------------|-----------------------|----------------------|--|--|
| Assets  |                                     |                       |                      |  |  |
| Cash (Note 3) Capital assets (Note 4)   | \$                                  | 94,570                | \$ -<br>7,332        | \$ 94,570<br>7,332                     |  |
| Total assets  | <u>\$</u>                           | 94,570                | 7,332                | 101,902                                |  |
| Liabilities and Fund Balances   |                                     |                       |                      |  |  |
| Liabilities   |                                     |                       |                      |  |  |
| Accrued and other liabilities Compensated absences (Note I) Deferred revenue (Note I) | \$                                  | 15,564<br>-<br>74,264 | -<br>11,407<br>      | 15,564<br>11,407<br>74,264             |  |
| Total liabilities   |                                     | 89,828                | 11,407               | 101,235                                |  |
| Fund Balances - Unreserved and undesignated   |                                     | 4,742                 | (4,742)              |  |  |
| Total liabilities and fund balances   | \$                                  | 94,570                |                      |  |  |
| Net Assets  |                                     |                       |                      |  |  |
| Invested in capital assets  |                                     |                       | 7,332                | 7,332                                  |  |
| Unrestricted  |                                     |                       | (6,665)              | (6,665)                                |  |
| Total net assets  |                                     |                       | \$ 667               | \$ 667                                 |  |

#### Statement of Governmental Fund Revenue, Expenditures, and Changes in Fund Balance/Statement of Activities Year Ended June 30, 2006

|   | Revenues and     |             | Statement of      |
|---|------------------|-------------|-------------------|
|   | Expenditures -   | Adjustments | Activities - Full |
|   | Modified Accrual | (Note 2)    | Accrual           |
| Revenue   |                  |             |                   |
| Adult program fees and other charges                | \$ 96,451        | \$ -        | \$ 96,451         |
| Youth program fees and other charges                | 420,455          | ·<br>-      | 420,455           |
| Grants, donations, and other contributions (Note 6) | 64,373           | _           | 64,373            |
| Swim activities revenue                             | 95,375           | _           | 95,375            |
| Pumpkinfest revenue                                 | 34,024           | _           | 34,024            |
| Teen activities                                     | 14,444           | -           | 14,444            |
| GRASP revenue                                       | 4,055            | -           | 4,055             |
| Discount tickets                                    | 3,209            | -           | 3,209             |
| Other activities revenue                            | 776              | _           | 776               |
| Interest  | 2,919            |             | 2,919             |
| Total revenue                                       | 736,081          | -           | 736,081           |
| Expenditures  |                  |             |                   |
| Salaries  | 261,330          | 181         | 261,511           |
| Payroll taxes                                       | 19,541           | -           | 19,541            |
| Employee benefits                                   | 40,221           | _           | 40,221            |
| Insurance   | 10,379           | _           | 10,379            |
| Pumpkinfest expenses                                | 28,051           | _           | 28,051            |
| Recreation supplies                                 | 27,378           | _           | 27,378            |
| Teen activities                                     | 11,796           | _           | 11,796            |
| Discount tickets                                    | 3,170            | _           | 3,170             |
| GRASP   | 3,018            | _           | 3,018             |
| Office expenses                                     | 20,454           | _           | 20,454            |
| Bank charges  | 9,381            | _           | 9,381             |
| Postage expense                                     | 8,595            | _           | 8,595             |
| Contract services                                   | 225,133          | -           | 225,133           |
| Professional services                               | 16,180           | _           | 16,180            |
| Telephone expense                                   | 6,239            | _           | 6,239             |
| Printing and publishing                             | 12,768           | _           | 12,768            |
| Utilities expense                                   | 4,354            | _           | 4,354             |
| Rent expense  | 29,379           | _           | 29,379            |
| Depreciation  | <u> </u>         | 5,368       | 5,368             |
| Total expenditures                                  | 737,367          | 5,549       | 742,916           |
| Change in Fund Balance/Net Assets                   | (1,286)          | (5,549)     | (6,835)           |
| Fund Balance/Net Assets                             |                  |             |                   |
| Beginning of year                                   | 6,028            | 1,474       | 7,502             |
| End of year   | \$ 4,742         | \$ (4,075)  | \$ 667            |

#### Notes to Financial Statements June 30, 2006

#### **Note I - Summary of Significant Accounting Policies**

The accounting policies of the South Lyon Area Recreation Council (the "Council") conform to accounting principles generally accepted in the United States of America as applicable to governmental units. The following is a summary of the significant accounting policies used by the Council:

#### **Reporting Entity**

The Council is governed by a three-member council appointed by the participating municipalities. The Council was formed effective July 1, 1999 through a cooperative interlocal agreement between Green Oak Township, the Charter Township of Lyon, and the City of South Lyon. The Council provides year-round programs and services for youth, teens, adults, families, and seniors who are primarily residents of these communities.

The accompanying basic financial statements have been prepared in accordance with criteria established by the Government Accounting Standards Board for determining the various governmental organizations to be included in the reporting entity. Based on these criteria, there are no component units of the Council that are to be included in the reporting entity.

## Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The Council's basic financial statements include both government-wide (reporting the Council as a whole) and fund financial statements (reporting the Council's major fund).

**Government-wide Financial Statements** - The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants, charges for services, and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

#### Notes to Financial Statements June 30, 2006

#### Note I - Summary of Significant Accounting Policies (Continued)

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Council considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures related to compensated absences are recorded only when payment is due.

Interest earned on investments is recorded on the accrual basis.

The Council reports the General Fund as its major governmental fund. The General Fund is the primary operating fund and it accounts for all financial resources of the Council. General Fund activities are financed primarily from program charges and intergovernmental sources.

Private sector standards of accounting issued prior to December I, 1989 are generally followed in the government-wide statements to the extent that those standards do not conflict with the standards of the Governmental Accounting Standards Board. The Council has elected not to follow private sector standards issued after November 30, 1989 for its full accrual presentation.

#### Assets, Liabilities, and Net Assets or Equity

**Capital Assets** - Capital assets, which include furniture and equipment, are reported in the statement of net assets. Capital assets are defined by the Council as assets with an initial individual cost of more than \$500 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

Capital assets are depreciated using the straight-line method over the following useful lives:

Office furniture and equipment Athletic equipment

3 to 10 years 3 to 5 years

#### Notes to Financial Statements June 30, 2006

#### Note I - Summary of Significant Accounting Policies (Continued)

**Compensated Absences** - It is the Council's policy to permit full-time employees to accumulate earned but unused sick, vacation, and personal day benefits. All compensated absence pay is accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in governmental funds only for employee terminations as of year end. The compensated absence balance was \$11,407 and \$11,226 as of June 30, 2006 and 2005, respectively. The entire amount accrued as of June 30, 2006 is current and will be paid within the next fiscal year.

**Deferred Revenue** - Governmental funds report deferred revenue in connection with revenue that is not considered to be available to liquidate liabilities of the current period. At the end of the current fiscal year, the deferred revenue was all unearned.

**Related Parties** - The Council rents its office space from the City of South Lyon for a total of \$676 per month.

Other accounting policies are disclosed in other notes to the financial statements.

## Note 2 - Reconciliation of Government-wide and Fund Financial Statements

Total fund balances and the net change in fund balances of the Council's governmental funds differ from net assets and change in net assets of the governmental activities reported in the statement of net assets and statement of activities. This difference primarily results from the long-term economic focus of the statement of net assets and statement of activities versus the economic focus of the statement of the governmental fund balance sheet and statement of revenue, expenditures, and changes in fund balance. The reconciliations of fund balance to net assets and the net change in fund balance to the net change in net assets are as follows:

| Total Fund Balance - Modified Accrual Basis                   | \$<br>4,742  |
|---|--------------|
| Amounts reported in the statement of net assets are different |              |
| because:  |              |
| Capital assets are not financial resources and are not        |              |
| reported in the funds   | 7,332        |
| Compensated absences are not due and payable in the           |              |
| current period and are not reported in the funds              | <br>(11,407) |
| Total Net Assets - Full Accrual Basis                         | \$<br>667    |

#### Notes to Financial Statements June 30, 2006

(6,835)

## Note 2 - Reconciliation of Government-wide and Fund Financial Statements (Continued)

Change in Net Assets of Governmental Activities -

Full Accrual Basis

| Net Change in Fund Balances - Modified Accrual Basis  Amounts reported in the statement of activities are | \$<br>(1,286) |
|---|---------------|
| different because:  |               |
| Capital outlays are reported as expenditures in the   |               |
| statement of revenue, expenditures, and changes   |               |
| in fund balance; in the statement of activities,  |               |
| these costs are allocated over the estimated useful   |               |
| lives as depreciation   | (5,368)       |
| Changes in accumulated employee sick and vacation   |               |
| pay are recorded when earned in the statement   |               |
| of activities   | <br>(181)     |

#### Note 3 - Cash

Michigan Compiled Laws Section 129.91 (Public Act 20 of 1943, as amended) authorizes local governmental units to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations that have offices in Michigan. The local unit is allowed to invest in bonds, securities, and other direct obligations of the United States or any agency or instrumentality of the United States; repurchase agreements; bankers' acceptances of United States banks; commercial paper rated within the two highest classifications, which matures not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions, which are rated as investment grade; and mutual funds composed of investment vehicles that are legal for direct investment by local units of government in Michigan.

The Council has designated one bank for the deposit of its funds. The investment policy adopted by the board in accordance with Public Act 196 of 1997 has authorized investments in bonds and securities of the United States government and bank accounts and CDs, but not the remainder of State statutory authority as listed above. The deposits and investment policies are in accordance with statutory authority.

The Council had no investments during the year ended June 30, 2006.

#### Notes to Financial Statements June 30, 2006

#### Note 3 - Cash (Continued)

The Council's cash deposits are subject to custodial credit risk. Custodial credit risk is the risk that in the event of a bank failure, the Council's deposits may not be returned to it. The Council does not have a deposit policy for custodial credit risk. At year end, the Council had \$13,268 of bank deposits (checking and savings accounts) that were uninsured and uncollateralized. The Council believes that due to the dollar amounts of cash deposits and the limits of FDIC insurance, it is impractical to insure all deposits. As a result, the Council evaluates each financial institution with which it deposits funds and assesses the level of risk of each institution; only those institutions with an acceptable estimated risk level are used as depositories.

#### **Note 4 - Capital Assets**

Capital asset activity of the Council's governmental activities at June 30, 2006 was as follows:

|                                   |    | Balance  |    |          |      |        | В  | alance |
|-----------------------------------|----|----------|----|----------|------|--------|----|--------|
|                                   | В  | eginning |    |          |      |        |    | End of |
|                                   |    | of Year  | A  | dditions | Dele | etions |    | Year   |
| Capital assets being depreciated: |    |          |    |          |      |        |    |        |
| Office furniture and equipment    | \$ | 41,538   | \$ | -        | \$   | -      | \$ | 41,538 |
| Athletic equipment                |    | 5,630    |    |          |      |        |    | 5,630  |
| Subtotal                          |    | 47,168   |    | -        |      | -      |    | 47,168 |
| Accumulated depreciation:         |    |          |    |          |      |        |    |        |
| Office furniture and equipment    |    | 30,180   |    | 4,519    |      | -      |    | 34,699 |
| Athletic equipment                |    | 4,288    |    | 849      |      |        |    | 5,137  |
| Subtotal                          |    | 34,468   |    | 5,368    |      |        |    | 39,836 |
| Net capital assets                | \$ | 12,700   | \$ | (5,368)  | \$   |        | \$ | 7,332  |

#### Note 5 - Budget Information

The annual budget is prepared by the recreation director and adopted by the South Lyon Area Recreation Council; subsequent amendments are approved by the Council. Unexpended appropriations lapse at year end; encumbrances are not included as expenditures. The amount of encumbrances outstanding at June 30, 2006 has not been calculated. During the current year, the budget was amended in a legally permissible manner, with the exception of the final budget amendments being approved subsequent to June 30, 2006.

#### Notes to Financial Statements June 30, 2006

#### **Note 5 - Budget Information (Continued)**

The budget has been prepared in accordance with accounting principles generally accepted in the United States of America. The budget has been adopted on a total revenue and expenditure basis; expenditures at this level in excess of amounts budgeted are a violation of Michigan law. The additional detail in the budgetary comparison schedule is shown in greater detail than the budget that was adopted and is used to provide additional analysis for management use only.

**Excess of Expenditures Over Appropriations in Budgeted Funds** - During the year, the South Lyon Area Recreation Council incurred expenditures that were significantly in excess of the amounts budgeted for salaries. Salary expenditures were larger than anticipated due to resolution in a payroll-related issue after year end. This resulted in total expenditures in excess of budget.

#### **Note 6 - Grants and Donations**

During the current year, the Council received the following cash contributions into the General Fund:

| City of South Lyon      | \$ 21,761 |
|-------------------------|-----------|
| City of South Lyon Swim | 3,875     |
| Green Oak Township      | 9,655     |
| Green Oak Township Swim | 1,650     |
| Lyon Township           | 13,584    |
| Lyon Township Swim      | 1,925     |
| Private donations       | 11,923    |
| Total                   | \$ 64,373 |

#### **Note 7 - Defined Contribution Pension Plan**

The Council provides pension benefits to all of its full-time employees through a defined contribution plan. In a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investment earnings. As established by resolution of the Council, the Council contributes 10 percent of full-time employees' gross earnings. In accordance with these requirements, the Council contributed \$15,375 during the year ended June 30, 2006. The Council's contributions for each employee are fully vested after three years for employees who are employed after July 2000. The employees who were with the Council before July 2000 were fully vested upon hire.

#### Notes to Financial Statements June 30, 2006

#### **Note 8 - Risk Management**

The South Lyon Area Recreation Council is exposed to various risks of loss related to property loss, torts, errors and omissions, and employee injuries (workers' compensation), as well as medical benefits provided to employees. The Council has purchased commercial insurance for workers' compensation and employee medical claims and participates in the state pool program of the Michigan Municipal Risk Management Authority (the "Authority") for claims relating to general liability. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in the past year.

The Michigan Municipal Risk Management Authority's state pool program operates as a common risk-sharing management program for local units of government in Michigan. Member premiums are used to purchase excess insurance coverage and to pay member claims in excess of deductible amounts. A portion of the excess insurance coverage is underwritten by the Authority itself.

| Required | Supplement | al Information |  |
|----------|------------|----------------|--|

#### Required Supplemental Information Budgetary Comparison Schedule - General Fund Year Ended June 30, 2006

|  | Original<br>Budget | Amended<br>Budget | Actual    | Variance<br>with<br>Amended<br>Budget |
|--|--------------------|-------------------|-----------|---------------------------------------|
| Revenue                                    |                    |                   |           |                                       |
| Adult program fees and other charges       | \$ 118,25          |                   | \$ 96,451 | \$ (5,149)                            |
| Youth program fees and other charges       | 462,50             |                   | 420,455   | 19,355                                |
| Grants, donations, and other contributions | 62,95              |                   | 64,373    | 423                                   |
| Swim activities revenue                    | -                  | 109,550           | 95,375    | (14,175)                              |
| Pumpkinfest revenue                        | 27,15              |                   | 34,024    | 24                                    |
| Teen activities                            | 5,00               |                   | 14,444    | 2,844                                 |
| GRASP revenue                              | 4,00               |                   | 4,055     | 5                                     |
| Discount tickets                           | 5,05               |                   | 3,209     | 9                                     |
| Other activities revenue                   | 50                 | 0 500             | 776       | 276                                   |
| Interest                                   | 1,00               | 0 2,750           | 2,919     | 169                                   |
| Total revenue                              | 686,40             | 732,300           | 736,081   | 3,781                                 |
| Expenditures                               |                    |                   |           |                                       |
| Salaries                                   | 239,64             | 3 253,170         | 261,330   | (8,160)                               |
| Payroll taxes                              | 18,35              |                   | 19,541    | (41)                                  |
| Employee benefits                          | 37,89              | 3 39,400          | 40,221    | (821)                                 |
| Insurance                                  | 10,50              | 0 10,380          | 10,379    | ì                                     |
| Pumpkinfest expenses                       | 17,50              | 0 28,070          | 28,051    | 19                                    |
| Recreation supplies                        | 30,00              | 0 27,400          | 27,378    | 22                                    |
| Teen activities                            | 3,00               | 0 11,610          | 11,796    | (186)                                 |
| Discount tickets                           | 5,00               | 0 3,170           | 3,170     | -                                     |
| GRASP                                      | 3,00               | 0 3,020           | 3,018     | 2                                     |
| Office expenses                            | 22,58              | 0 22,070          | 20,454    | 1,616                                 |
| Bank charges                               | 8,50               | 9,500             | 9,381     | 119                                   |
| Postage expense                            | 12,00              | 0 8,500           | 8,595     | (95)                                  |
| Contract services                          | 206,75             | 0 226,080         | 225,133   | 947                                   |
| Professional services                      | 16,60              | 0 16,180          | 16,180    | -                                     |
| Telephone expense                          | 6,00               | 0 6,350           | 6,239     | 111                                   |
| Printing and publishing                    | 14,50              | 0 12,850          | 12,768    | 82                                    |
| Utilities expense                          | 4,75               |                   | 4,354     | (4)                                   |
| Rent expense                               | 28,61              | 2 29,612          | 29,379    | 233                                   |
| Capital outlay                             | 1,00               |                   | <u> </u>  | 75                                    |
| Total expenditures                         | 686,17             | 8 731,287         | 737,367   | (6,080)                               |
| Net Change in Fund Balance                 | 22                 | 2 1,013           | (1,286)   | \$ (2,299)                            |
| Fund Balance - Beginning of year           | 6,02               | 8 6,028           | 6,028     |                                       |
| Fund Balance - End of year                 | \$ 6,250           | <u> </u>          | \$ 4,742  |                                       |